

Supervisee: _____

Supervisor: _____

Date completed: _____

For Evaluation Period of: _____

_____ to _____

Please Circle Evaluation Period
6 months 12 months 18 months 24 months



Evaluation Form for Supervision of CSW-PIP Candidate

South Dakota
Board of Social Worker Examiners
135 East Illinois Suite 214
Spearfish, SD 57783-2446

605-642-1600

Each area of performance should be rated by circling the number that most accurately describes the performance of the supervisee. In the evaluation form, the word "Client" is a generic term representing individuals, groups, agencies and/or communities.

	0	1	2	3	4	5	6	7	8	9	10
Quality of social work performance in relation to other professionals and/or agencies; generates respect and productive client-oriented outcomes from interactions with other professionals and/or agencies rather than allowing subjectivity and/or mood/affect to interfere with work and professional performance.	NOT ABLE TO OBSERVE	Frequent substantiated complaints about quality of services or behavior which has negative impact on client systems, social work profession, professional/personal reputation, other professionals and agencies.	Has occasional problems which conflict with professional or agency standards resulting in negative consequences.	Quality of work performance remains at an acceptable level when problems interfere with work performance initiates corrective action.	Work performance and relationships with other professionals and agencies have productive outcomes.	Demonstrates exemplary work performance and relationships which are frequently substantiated in formal and informal contacts with other clients/agencies/professionals.					
	0	1	2	3	4	5	6	7	8	9	10
Ability to prepare for and use supervision: recognizes and accepts role of learner; reflects on and generalizes learning from one experience to another; profitably uses supervisor feedback.	NOT ABLE TO OBSERVE	Accepts supervision only when forced; attitude remains negative.	Uses scheduled supervisory conferences, but it is reluctant to seek help. Non-spontaneous towards supervision.	Prepares for schedules conferences and Initiates conferences. Performance indicates use of supervisory interchange.	Is consistently prepared for supervision; work indicates maximum use of supervision.	Creative. Able to present thoughtful, detailed analysis of options to supervisor. Realistic in accepting limitations in resources.					
	0	1	2	3	4	5	6	7	8	9	10
Commitment to Social Work profession, Its values and ethics.	NOT ABLE TO OBSERVE	Makes derogatory comments about the profession; does not adhere to basic social work values; violates ethical standards.	Sometimes positive in attitudes toward the profession. Usually is guided in professional practice by social work value base. Usually does not violate professional ethical standards.	Supports social work as a profession. Consistent in adherence to social work values and ethical standards.	Member of professional organizations. Positive in comments and actions concerning the profession. Consistent in adherence to professional values and ethical standards.	Leader in professional organizations ; works to enhance the professional image of social work. Strict adherence to and promotion of professional values and ethical standards.					
	0	1	2	3	4	5	6	7	8	9	10
Self discipline: Ability to structure time and resources; effective utilization of personal characteristics and feelings to obtain maximum benefit of resources for client. Examples: follows through on referrals and work assignments; adheres to time commitments; prompt, organized and concise record keeping.	NOT ABLE TO OBSERVE	Subject of frequent complaints regarding quality of services and/or negative consequences for client.	Some complaints and/or less-than expected outcome caused by limited ability to use personal resources.	Acceptable use of self to incorporate feedback to achieve expected outcome. Acceptable use of self in achieving expected outcome; ability to incorporate feedback to achieve expected outcome.	Ability to use self In promoting positive outcomes for the client in most instances.	Consistently effective in use of self to achieve positive outcome even in adverse situations.					

	0	1	2	3	4	5	6	7	8	9	10
Self Evaluation: Ability to objectively identify and assess own behaviors, feelings, beliefs, to impact upon service delivery.	NOT ABLE TO OBSERVE	Does not demonstrate ability to evaluate self and rarely acknowledges the need to evaluate.	Limited awareness of own behaviors, feelings; and beliefs which impact upon professional performance.	Acceptable level of self awareness and flexibility.	Consistently demonstrates self awareness in assessing professional performance.	Demonstrates ongoing self-evaluation and adaptation of self to promote positive outcome.					
	0	1	2	3	4	5	6	7	8	9	10
Commitment to continued professional learning	NOT ABLE TO OBSERVE	Demonstrates no desire for continuing professional education nor engages in research activities.	Infrequently reads professional literature. Reluctantly takes advantage of learning opportunities.	Takes initiative in seeking continuing education opportunities. Reads professional literature.	Consistently seeks continuing education experiences. Frequently reads professional literature.	Actively seeks continuing education experiences. Avid reader of professional literature.					
	0	1	2	3	4	5	6	7	8	9	10
Initiative: Ability to act independently.	NOT ABLE TO OBSERVE	Very dependent, Demonstrates no ability to carry out actions independently and/or avoids situations requiring independent action OR Excessively independent. Fails to use good judgment in consulting supervisor when necessary.	Some ability to carry out actions independently if similar situation has occurred and actions can be modeled.	Willingness on most occasions to assume responsibility for independent actions.	Demonstrates increased ability to act independently and does so frequently.	Consistently demonstrates ability to act independently and seeks additional responsibilities.					
	0	1	2	3	4	5	6	7	8	9	10
Ability to formulate Diagnostic Assessment: systematically gathers, organizes, and synthesizes data to delineate the parameters of the problem.	NOT ABLE TO OBSERVE	Does not demonstrate knowledge and use of assessment technique and rarely bases service on client needs.	Limited ability to assess problem areas; unable to discriminate relevant from irrelevant information.	Effective in most situations; is able to anticipate data needs and collect sufficient information in organized manner to identify immediate needs; uses supervisor In difficult cases	Gathers data systematically and efficiently; able to identify information gaps and actively seeks missing information; assesses long term as well as immediate needs of the client system.	Exceptionally effective in identification and analysis of contributing factors in complex situations to produce a concise, sophisticated needs assessment.					
	0	1	2	3	4	5	6	7	8	9	10
Ability to formulate and Implement treatment (intervention) approaches: Strategies for problem resolution.	NOT ABLE TO OBSERVE	Does not demonstrate knowledge or ability to use organized, effective treatment techniques; client is rarely informed about the particular approach, length of treatment and goals of treatment.	Limited ability to involve client in goal determination and to provide specific treatment according to the assessment.	Ability to develop, plan, and select most effective strategy and provide treatment and intervention at the expected level with client involvement	Effective in providing treatment as demonstrated by evaluation of Peer Review/Quality Assurance reports, case records, client reports, and reports of professional colleagues and community.	Exceptionally effective in providing appropriate treatment in the most complex circumstances through creative intervention strategies.					

	0	1	2	3	4	5	6	7	8	9	10
Ability to establish effective professional relationships with clients: promotes conditions fostering trust in a professional relationship that allows for growth, self-discovery, and change.	NOT ABLE TO OBSERVE	Demonstrates difficulties in establishing relationships; allows unproductive situations to develop.	Demonstrates the ability to relate appropriately and constructively with clients, but occasionally has problems showing objectivity.	Demonstrates the purposeful use of self and client in developing, maintaining, and terminating professional relationships.	Consistently demonstrates sensitivity to issues in client/professional relationship; able to establish and maintain rapport with clients, ability to recognize factors within the client and self that Impact the professional relationship; ability to use factors in a creative way to promote the relationship and the achievement of the goal. Consistently maintains sensitivity and perceptivity in listening to client's feelings; uses own experiences and perceptions therapeutically with client.	Demonstrates non-judgmental acceptance and consistently develops positive, productive professional relationships including the most difficult clients.					
	0	1	2	3	4	5	6	7	8	9	10
Ability to communicate orally.	NOT ABLE TO OBSERVE	Communication is disorganized vague, general, and Irrelevant.	Expresses self well enough to be understood.	Ability to organize and concisely Incorporate relevant data in the presentation.	Above average ability to express self consistently in an organized manner with concise, relevant presentation of data.	Ability to communicate based on an understanding of sociocultural differentials such as ethnicity and age; ability to use appropriate language in a clear manner.					
	0	1	2	3	4	5	6	7	8	9	10
Ability to communicate in writing.	NOT ABLE TO OBSERVE	Communication is disorganized vague, general, and irrelevant.	Expresses self well enough to be understood.	Ability to organize and concisely incorporate relevant data in the presentation.	Above average ability to express self consistently in an organized manner with concise, relevant presentation of data.	Ability to communicate based on an understanding of sociocultural differentials such as ethnicity and age; ability to use appropriate professional language in a clear manner.					

Please make additional comments if needed:

Signature of Supervisor / Date

**This evaluation has been discussed with me
and I have received a copy of it.**

Signature of Supervisee / Date

Mail Evaluation to:

**South Dakota
Board of Social Work Examiners**

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